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11 April 1974

MEMORANDUM FOR: Deputy Director for Operations

SUBJECT : Use of POV's for Official Travel

1. Last November the U. S. Government made a concerted effort to reduce to a minimum the number of miles driven in personally owned vehicles (POV's) for official purposes. This was part of an effort to reduce pollution and save fuel. At one of your staff meetings you asked that we undertake a study to determine the extent to which POV's were being used in this Directorate and whether or not reductions could be effected.

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2. The basis for our analysis was a summary of reimbursement vouchers of the Divisions and Staffs for the past three months. The average monthly cost to the Directorate for the use of POV's is about \$5,500. Of this, approximately \$4,250 is reimbursed to [REDACTED] Division personnel for travel outside of Washington. This means that the other Divisions and Staffs are spending about \$1,250 per month for travel in the Washington area. Most of them average less than \$100 per month, but Division D and CI Staff run slightly higher.

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3. It is probably not possible to effect a significant reduction in the mileage driven by employees at the [REDACTED] This type of travel cannot be efficiently performed on public transportation such as busses. The use of taxicabs would be both inefficient and expensive while accomplishing nothing in terms of fuel economy or environmental objectives. During the recent gasoline crisis, the problem was how to buy fuel rather than what alternative means to use.

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4. The relatively small amount of travel at Headquarters will probably continue at about the same level. The shuttle service to Rosslyn and the Department of State was expanded last fall and an increasing number of employees use it. However, much of the travel from Headquarters Building is to locations not serviced by shuttles. There has been a dramatic increase in the use of drive-it-yourself official vehicles, but this uses as much fuel and is as costly as the use of POV's. The shortage of gasoline, its constantly increasing cost, and the new parking regulations have eliminated much of the personal convenience associated with the use of a POV, and employees are perfectly willing to use some other means of transportation if it is available. However, the lack of public transportation, the inconvenience of using that which is available, and the security considerations associated with some trips will mean that a certain amount of travel will always be performed in POV's. In fact, the survey supports one fact frequently advanced by operating components; i. e., that most officers who use their POV's for official business do not go to the trouble to claim reimbursement. Most of the vouchered local travel was for couriers, repetitive travel by individuals, or lengthy trips. There were relatively few claims for short operational trips.

5. If you would like additional information, please let me know.



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Special Support Assistant to the DD/M&S